



**METROPOLITAN
TRANSPORTATION
COMMISSION**

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Memorandum

TO: Administration Committee

DATE: June 1, 2011

FR: Executive Director

W.I: 1153

RE: Contracts: Project-based Temporary Staffing Services:

- i.) *Blackstone Technology, San Francisco, CA (\$156,000)*
- ii.) *Mainz Brady, Oakland, CA (\$190,840)*
- iii.) *Modis, San Ramon, CA (\$250,000)*
- iv.) *International Program Services (IPS), San Mateo, CA (\$431,190)*
- v.) *Local Government Services (LGS), Carmel, CA (\$3,098,976)*

MTC contracts with several temporary staffing agencies to provide project-based staffing services for various operational programs including Transit-Oriented Development (TOD), 511, Clipper[®], FasTrak[®], Advanced Toll Collection and Accounting System (ATCAS), motorist aid, arterial operations, and regional streets and roads activities. The agencies are selected following a competitive recruiting effort which involves reaching out to multiple agencies to locate the best qualified person for the project. Local Government Services (LGS) is a Joint Powers Authority created by the City of San Carlos to provide temporary agency services for public agencies. MTC has worked with LGS since 2007. Funding for agency staffing from July 1, 2011 through June 30, 2012 is included in the Draft FY 2011-12 Agency Budget.

Below is a summary of the anticipated contracts with each staffing agency. Additional information is included in the attached contract summaries.

Vendor	Agreement	NTE Budget
Blackstone	Purchase Order	\$156,000
Mainz Brady	Purchase Order	\$190,840
Modis	Purchase Order	\$250,000
International Program Services (IPS)	Purchase Order	\$431,190
Local Government Services (LGS)	Contract Amendment	\$3,098,976

Staff recommends that this Committee authorize the Executive Director or his designee to negotiate and enter into agreements with the above-listed agencies in the maximum amounts specified above for project-based staffing services through June 30, 2012, subject to adoption of the FY 2011-12 Agency Budget by the Commission.

Steve Heminger

SH:TGAttachment

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REQUEST FOR COMMITTEE APPROVAL

Summary of Purchase Order

Work Item No.:	1515
Vendor:	Blackstone Technology, San Francisco, CA
Work Project Title:	Project-based Staffing Services
Purpose of Project:	To provide project-based staffing services
Brief Scope of Work:	Provide project-based database developer staffing services for the Funds Management System (FMS) project
Project Cost Not to Exceed:	\$156,000
Funding Source:	PPM
Fiscal Impact:	Included in FY 2011-12 Draft Agency Budget
Motion by Committee:	That the Executive Director or his designee is authorized to issue a purchase order to Blackstone Technology to provide project-based staffing services and the Chief Financial Officer is directed to set aside \$156,000 in FY 2011-12 funds for such purchase order, subject to adoption of the FY 2011-12 Agency Budget.
Administration Committee:	<hr/>
	Dave Cortese, Chair
Approved:	Date: June 8, 2011

REQUEST FOR COMMITTEE APPROVAL

Summary of Purchase Order

Work Item No.:	1515
Vendor:	Mainz Brady, Oakland, CA
Work Project Title:	Project-based Staffing Services
Purpose of Project:	To provide project-based staffing services
Brief Scope of Work:	Provide project-based database developer staffing services for the Funds Management System (FMS) project
Project Cost Not to Exceed:	\$190,840
Funding Source:	PPM
Fiscal Impact:	Included in FY 2011-12 Draft Agency Budget
Motion by Committee:	That the Executive Director or his designee is authorized to issue a purchase order to Mainz Brady to provide project-based staffing services and the Chief Financial Officer is directed to set aside \$190,840 in FY 2011-12 funds for such purchase order, subject to adoption of the FY 2011-12 Agency Budget.
Administration Committee:	<hr/>
	Dave Cortese, Chair
Approved:	Date: June 8, 2011

REQUEST FOR COMMITTEE APPROVAL

Summary of Purchase Order

Work Item No.:	1253
Vendor:	Modis, San Ramon, CA
Work Project Title:	Project-based Staffing Services
Purpose of Project:	To provide project-based staffing services
Brief Scope of Work:	Provide project-based network engineering staffing services for the Automated Toll Collection Accounting System (ATCAS) project.
Project Cost Not to Exceed:	\$250,000
Funding Source:	BATA
Fiscal Impact:	Included in FY 2011-12 Draft Agency Budget
Motion by Committee:	That the Executive Director or his designee is authorized to issue a purchase order to Modis to provide project-based staffing services and the Chief Financial Officer is directed to set aside \$250,000 in FY 2011-12 funds for such purchase order, subject to adoption of the FY 2011-12 Agency Budget.
Administration Committee:	<hr/>
	Dave Cortese, Chair
Approved:	Date: June 8, 2011

REQUEST FOR COMMITTEE APPROVAL

Summary of Purchase Order

Work Item No.:	1253, 6031, 1223
Vendor:	International Program Services (IPS), San Mateo, CA
Work Project Title:	Project-based Staffing Services
Purpose of Project:	To provide project-based staffing services
Brief Scope of Work:	Provide project-based application development staffing services for the Automated Toll Collection Accounting System (ATCAS) and application development production support staffing services for the Funds Management System (FMS) projects
Project Cost Not to Exceed:	\$174,720 (ATCAS), \$184,470 (ATCAS), \$72,000 (SAFE/STA)
Funding Source:	BATA and PPM
Fiscal Impact:	Included in FY 2011-12 Draft Agency Budget
Motion by Committee:	That the Executive Director or his designee is authorized to issue a purchase order to IPS to provide project-based staffing services and the Chief Financial Officer is directed to set aside \$431,190 in FY 2011-12 funds for such purchase order, subject to adoption of the FY 2011 -12 Agency Budget.
Administration Committee:	<hr/> Dave Cortese, Chair
Approved:	Date: June 8, 2011

REQUEST FOR COMMITTEE APPROVAL

Summary of Consultant Contract Amendment

Work Item No.:	1122, 1221, 1224, 1225, 1233, 1234, 1253, 1254, 1255, 1310, 1413, 1512, 1515, 1611, 2700, 6031,6032 and 6037
Consultant:	Local Government Services (LGS), Carmel, CA
Work Project Title:	Project-based Staffing Services
Purpose of Project:	To provide project-based staffing services
Brief Scope of Work:	Provide project-based staffing services for the planning and operations activities including Lifeline, 511, Clipper, FasTrak, Motorist Aid, arterial operations, and regional streets and roads programs.
Project Cost Not to Exceed:	\$3,098,976 (this Amendment)
Funding Source:	STA, STP, CMAQ, BATA, SAFE, RM2, JARC, FHWA and General Fund
Fiscal Impact:	Included in FY 11 -12 Proposed Agency Budget
Motion by Committee:	That the Executive Director or his designee is authorized to negotiate and enter into a contract amendment with Local Government Services (LGS) to provide project-based staffing services and the Chief Financial Officer is directed to set aside \$3,098,976 in FY 2011 -12 funds for such contract amendment, subject to adoption of the FY 2011 -12 Agency Budget.
Administration Committee:	<hr/>
	Dave Cortese, Chair
Approved:	Date: June 8, 2011